



# **Arlington Animal Services Advisory Board Meeting**

September 16, 2004

12:00 PM

## **Board Members**

- ☐ John McDermott, Place 1 Absent
- ☐ B.J. Hall, Place 2
- ☐ Suzanne Berk, Place 3
- ☐ Erin Miller, DVM, Place 4
- ☐ Lisa Allen, Place 5
- ☐ Jayme Cole, Place 6
- ☐ Luis Castillo, Place 7
- ☐ Jay Sabatucci, Place 8, Chair
- ☐ Lee Hitchcock, Place 9

## **Staff**

Mike Bass

## **Visitors and Guests**

| <b>Agenda Item</b>                           | <b>Discussion</b>   | <b>Action Taken</b>   | <b>Follow Up</b> |
|--|---|---|------------------|
| Call to Order<br><br>Time: 12:05             |   |   |                  |
| Roll Call /<br>Introductions /<br>Guests     | All Board Members<br>present with the<br>exception of John<br>McDermott |   |                  |
| Approval of<br>Minutes from June<br>30, 2004 |   | Motion to accept<br>made by Jayme<br>Cole<br>Motion was 2 <sup>nd</sup> by<br>Erin Miller |                  |

| <b>Agenda Item</b>  | <b>Discussion</b>   | <b>Action Taken</b>  | <b>Follow Up</b>   |
|---|---|--|--|
| Approval of Minutes from July 23, 2004  | Motion made to accept by Lee Hitchcock, 2 <sup>nd</sup> by BJ Hall  | Meeting was moved from Sept. 15 to Sept. 16, all members were notified of change   |  |
| Follow up- Questions about Board's lawful focus   | Jay Sabatucci noted that AAS Board is NOT a Board of Directors. NOT a Board of Authority, and can provide important information   |  |  |
| Spay/Neuter Presentation - Stacey Taylor, Executive Director, Texas Coalition for Animal Protection | Ms. Taylor was not able to come. Mike Bass briefly went over what they can provide. Ms. Taylor had left information for review—including newspaper articles and cost breakdowns. Dr. Erin Miller handed out a list of questions that she had developed. | Board is asking that the Company respond to questions and that a representative give a presentation. Currently, Board is in a data gathering stage. Board is discussing the possibility of contracting with local Vets for services. | Need to re-schedule Ms. Taylor for presentation and questions. |
| Advisory Board Attendance Policy- Staff   | Lee Hitchcock advised that the City and State both have policies in place.  | If there is a chronic history of missing meetings, then the Mayor or City Council could ask the person to vacate.  |  |
| Rules Concerning Board Member Community Activism-Staff (For Luis Castillo)                          | It is acceptable for board members to become active in city political discussions as long as they do not represent themselves as AAS Board Members.   |  |  |

| <b>Agenda Item</b>  | <b>Discussion</b>   | <b>Action Taken</b>  | <b>Follow Up</b>              |
|---|---|--|-------------------------------|
| Discussion of need for shelter operational report – Luis Castillo   | Has been fulfilled  |  |                               |
| Current Amount in Shelter Fund – Mike Bass  | \$108,830.65 Actual,<br>With additional amounts pledged                   |  |                               |
| Report from fundraising meeting on Monday, July 26 <sup>th</sup> – B.J. Hall, Suzanne Berk, Lee Hitchcock | Meeting was held on Sept. 15  | Continuing to work on finalizing details for October 1 <sup>st</sup> Luncheon. |                               |
| Report on Naming Donations – Luis Castillo  | Not finalized yet   |  |                               |
| Report on Letter to Angel Biasatti – Mike Bass  | Letter did not have to be done, COMCAST is currently running 30 second ad |  | Thank You Letter will be done |
| PAWS Fundraising Brochure   | Prepared and currently being distributed!                                 |  |                               |
| Other Old Business?   | None  |  |                               |

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|---|---|--|------------------|
| <p>Items for Future Agenda Consideration (Members please consider)</p> <ol style="list-style-type: none"> <li>1. Timeline for agenda items and minutes: Deadline for previous minutes, Deadline for posting of items, Deadline for posting on webpage.</li> <li>2. Email for member communication.</li> <li>3. Do we have or need committees?</li> <li>4. Other?</li> </ol> |   |  |                  |
| Announcements   | Lee Hitchcock and Mike Bass mentioned the recent acquisition of new vehicles for use by AAS | Board members were able to see one of the new vehicles with many new improvements that aid the officers as well as the animals |                  |
| Next Meeting Date   | <p>Wednesday, October 27</p> <p>NOON</p>  |  |                  |
| <p>Adjourn</p> <p>Time: 12:57</p>   |   | <p>Motion to Adjourn made by Jayme Cole, 2<sup>nd</sup> by BJ Hall.</p>  |                  |